

## Budget Feedback Meeting Minutes

**Sutton Middle School**

**Date:** February 23, 2021

**Time:** 5:00 pm

**Location:** Virtual (Zoom)

<https://atlantapublicschools->

[us.zoom.us/j/3445559085?pwd=UHN0SHVESEFScmE4SjJieDZ4MzM2dz09](https://atlantapublicschools-us.zoom.us/j/3445559085?pwd=UHN0SHVESEFScmE4SjJieDZ4MzM2dz09)

**I. Call to order: 5:04pm**

**II. Roll Call**

Role	Name (or Vacant)	Present or Absent
Principal	Gail Johnson	Present
Parent/Guardian	Elizabeth (Lizzy) Wickland	Present
Parent/Guardian	Victoria Salzman	Present
Parent/Guardian	Meg Connelly	Present
Instructional Staff	Israel Vance	Present
Instructional Staff	Shelly Riddle	Present
Instructional Staff	Courtney Casso	Absent
Community Member	Liz Marie Rivera	Present
Community Member	Amber Muhammed	Present
Swing Seat	Colette Minnifield	Present
Student (High Schools)	N/A	

**Guests Present:** N/A

**Quorum Established:** Yes

**III. Action Items**

- a. **Approval of Agenda:** Motion made by: Israel Vance; Seconded by: Shelly Riddle  
**Members Approving:** All      **Members Opposing:** None      **Members Abstaining:** None  
**Motion** Passes Unanimously
- b. **Approval of Previous Minutes:**  
**Members Approving:** All      **Members Opposing:** None      **Members Abstaining:** None  
**Motion** Passes Unanimously

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c. **Strategic Plan Review and Update:**

- Slight amendment to Key Performance Measures – Bullet 3 and 4
- Final approval of the strategic plan

Motion made by: Meg Connelly; Seconded by: Vicky Salzman

**Members Approving:** All      **Members Opposing:** None      **Members Abstaining:** None

**Motion** Passes Unanimously

**IV. Discussion Items**

a. **Budget Development Presentation:**

PowerPoint presentation of the Budget Development Process at Sutton Middle School (SMS) was shared by Principal Johnson and the following are the main discussion points:

- Review of the budget meeting norms
- This is Step 4 of the process – Budget Choices
- Key part of the GO Team’s role is to look at the “big picture”
- FY22 Priorities and SMART Goals (in order of priority):
  1. Implement Year 1 of Dual Language Immersion (DLI) with fidelity and plan for future program expansion (DLI program will be implemented in 2021-22)
  2. Address learning loss and learning gaps that have resulted from the pandemic.
  3. Implementation of the IB Middle Years Programme (MYP) with fidelity.
  4. Retain top talent through the use of expanded teacher stipend opportunities.
- The FY2022 Total School Budget Allocations:
  - Principal Johnson shared that this the proposed budget, though less than prior years, is workable and balanced.
- Executive Summary:
  - “The budget represents an investment plan for the school’s students, employees, and the community as a whole.
  - The budget recommendations are tied directly to the school’s strategic plan.
  - The proposed budget for the general operations of the school is reflected at \$13,556, 423.

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- The investment plan for FY22 accommodates a student population that is projected to be 1573 students, which is a decrease of 70 students from FY21.
- The budget is balanced without having to abolish any staff positions. At this time, non-staffing funds are low. The plan is to consolidate two teaching positions through attrition and move funds into non-staffing to have higher levels of funds available to support the instructional programs, staffing needs, additional student support programs, and teacher stipends.”
- Just received news of CARES Act funding for SMS of \$357,000 for FY2021-2022. Still waiting on more information on how the money can be spent.
- Money was spent this year for simultaneous teaching e.g. purchase of microphones, document cameras, headphones for students (in case they do not bring one), and there is now a promethean board in every classroom.
- Most of the budget is in human resources – the people in the school
- \$187,090 in reserve funds available - Plans for use of these funds:
  - Increasing student engagement with identified students in subgroups (Saturday Flex Program)
  - Increasing the number of teachers participating in IBMYP certified training
  - Enhancing DLI competencies (PD and resources)
  - Teacher stipends
- Line by line review of staffing and non-staffing expenditures
- Question was raised about nursing – SMS is fortunate to have two full time LPNs (one on each campus)

### V. Information Items

#### a. Principal's Report

- SMS is now a RAMP (Recognized ASCA Model Program) certified school. It showcases the work of our counselors in alignment with the ASCA (American School Counselors Association) model for providing comprehensive counseling services.
- The SMS Helen Ruffin Reading Bowl Team earned a first place victory in the regional competition. The team will now advance to the state competition.
- Return to learn:
  - The first week back has been successful. Things ran smoothly. Students were all wearing masks all day.
  - The learning lab model is the best model right now.
  - A no-show list of students will be created on Friday and the school will review student numbers, staff availability in the building (many teachers

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remain on telework until May) and mitigation strategies. Unknown if the school community will know the learning model prior to the next nine week intent to return due date on March 8.

- Surveillance testing – COVID surveillance test took place for staff and students (with parent consent) and will continue every Tuesday on both campuses.
- Milestones testing – announcement that schools test face to face students only and can have multiple testing windows. GA has requested a waiver on testing.
- There will be summer school offered during the four weeks in June in APS. Not known yet which schools will be hosting. Plans also for a Bridge program in June.

### VI. Announcements

- Report from Meg Connelly from the North Atlanta Cluster GO Team Meeting
  - Impact of budget on elementary schools due to high decrease in students
  - Increased pay for “hard to hire” teachers e.g. Special Education
  - NAPPS (North Atlanta Parents for Public Schools) requesting:
    - Scaling Signature Funds (IB) allotment based on school enrollment size. Sutton is 84% larger than any other APS IB middle school yet all schools receive the same funding to run IB The cost of teacher training will be more for larger enrollments.
    - Not to mandate site based virtual options for secondary schools (middle and high school) for FY2021-2022. No simultaneous teacher. AVA for virtual.
- GO Team applications close on Friday – seeking one Sutton staff member
- Next meeting – March 9<sup>th</sup> (Budget Approval Meeting) at 5:30 pm. Note change of time due.

### VII. Public Comment

- Public comment was offered but no one signed up.

### VIII. Adjournment

Motion made by: Colette Minnifield; Seconded by: Victoria Salzman

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion Passes Unanimously**

**ADJOURNED AT 7:05pm**

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**Minutes Taken By:** Colette Minnifield

**Position:** Secretary

**Date Approved:** [Insert Date the Minutes are **APPROVED** by the GO Team]